ISSN 0041-7904

LIBRARY OF CONGRESS INFORMATION BULLETIN

Vol. 37, No. 35 September 1, 1978

U.S. POSTAL SERVICE TO USE ISSN ON SERIALS

The United States Postal Service (USPS) will use the International Standard Serial Number (ISSN) as the official registration number for certain serials mailed at second-class rates. The Library's National Serials Data Program (NSDP) will cooperate with the Postal Service to provide rapid assignment of ISSN for those publications that do not already have the numbers.

The Council on Library Resources, Inc. has made a grant of $14,230 to the Library of Congress to support this cooperative effort. Through the mechanism of the CONSER Project, the money is being used to engage the services of Cornell and Harvard Universities and the Minnesota Interlibrary Telecommunications Exchange (MINITEX) to help identify those serials for which ISSN are available and appropriate. The Library is contributing the staff time, overhead, and space required for the NSDP component of the project.

This project is the result of an effort by the U.S. Postal Service to alleviate problems caused by titles of serial publications. Because many are identical or similar, the USPS may direct change of address notices to the wrong publisher and collect erroneous revenue and cost data. To correct this situation, the USPS began some time ago to develop a six-digit numbering system that would uniquely identify

(Continued on p. 528)

Appendixes to this issue of the LC *Information Bulletin* contain concluding reports on the Annual Conference of the **American Library Association** and the first of two installments of reports from Law Library staff members on the Annual Meeting of the **American Association of Law Libraries**, held this year on June 25-29 in Rochester, N.Y.

CENTER FOR THE BOOK/BISG TO SPONSOR FALL MEETINGS

On October 25 and 26, in cooperation with the Book Industry Study Group, Inc. (BISG), the Center for the Book in the Library of Congress will sponsor meetings on American book reading and book buying habits. Springboard for the discussion will be the announcement of the findings of a six-month consumer survey of the nature of American book reading and buying, conducted for the BISG by the research firm of Yankelovich, Skelly & White. Survey results will be presented publicly for the first time in a program at 8 p.m. on October 25 in the Library's Coolidge Auditorium. Brief comments about the possible significance of the findings will be offered by prominent educators and representatives of the book world.

Both the presentation and an invitational seminar the next day will focus on the social implications of the survey results. Discussed will be questions such as: How many Americans read magazines and

CONTENTS

Center for the Book/BISG to Sponsor Fall Meetings 525-526
Library Releases Black Folk Music Album . . 526-528
Motion Picture Study Area to Be Closed Temporarily 528
Staff News 528-529
U.S. Postal Service to Use ISSN on Serials 525, 528
Appendix I–Concluding ALA Reports 530-540
Appendix II–American Association of Law Libraries Annual Meeting Reports 541-544

newspapers but not books? Are there really significant changes taking place in American reading habits? What is the impact of television on reading? What percentage of college graduates are non-readers and why don't they read? How often do most Americans visit a bookstore and how often do they buy a book in a bookstore? The seminar on October 26 will enable educators, librarians, publishers, and others to critique the survey findings. Its primary purpose, however, is to recommend positive action that might be taken by the Center for the Book and other organizations to stimulate reading and to encourage further research about reading.

The presentation of the Yankelovich findings on October 25 is open to the public. Invitations may be obtained by writing the Center for the Book, Library of Congress, Washington, D.C. 20540. Attendance at the seminar on October 26 is by invitation. The Center for the Book will publish an abstract of the survey findings and the seminar proceedings.

The Center for the Book was established in 1977 by P.L. 95-129 to stimulate appreciation of the book by exploring issues related to the crucial role of books and the printed word in our society, by encouraging reading, and by encouraging research. This seminar is one of several conferences on the future of books and reading. In April the Center joined with the U.S. Office of Education for a seminar on "Television, the Book, and the Classroom." In May 1979 it will cosponsor, with the National Institute of Education, a conference on "The Textbook in American Education." The Center's executive director is John Y. Cole.

The Book Industry Study Group, Inc. is a not-for-profit voluntary association of individuals and firms from the various sectors of the book industry. Its immediate purpose is to promote and support research about the industry. Its ultimate goal is to increase book readership, to improve book distribution, and to expand the market for books. BISG chairman is Andrew H. Neilly, Jr., president, John Wiley & Sons. Directing the Yankelovich study for the BISG are Martin P. Levin, president of the Times Mirror Book Group, and Carol S. Gold, manager of marketing research for John Wiley & Sons.

Information on the background and activities of the Center for the Book is included in a 32-page booklet entitled *The Center for the Book in the Library of Congress: The Planning Year.* Single copies are available free upon request to the Central Services Division, Library of Congress, Washington, D.C. 20540.

LIBRARY RELEASES BLACK FOLK MUSIC ALBUM

A new long-playing record from the Library of Congress focuses on the traditional black music of northwestern Mississippi–an area celebrated as William Faulkner's Yoknapatawpha County. The album, entitled *Afro-American Folk Music from Tate and Panola Counties, Mississippi,* contains 14 vocal and instrumental selections recorded over a period of 30 years for the Library's Archive of Folk Song. Folklorist and ethnomusicologist David Evans edited the volume.

The album documents the distinctive musical traditions and style of the "Hill Country," a region in Tate and Panola Counties located east of Choctaw Ridge and the Delta. The music is intricately tied to the social life of the community, performed primarily at churches, picnic grounds, and "juke joints" in the country. It has a strong instrumental emphasis and is generally played with accompaniment. The performers use a wide variety of instruments, including the "bow diddley" (a taut wire attached to an exte-

The first greeting cards to be offered by the American Folklife Center were inspired by paper cut designs created by Magdalena Gilinsky, a traditional Polish folk artist now living in Washington, D.C. Each design, reproduced in vivid color, represents a traditional Polish art form. Mrs. Gilinsky learned the art of paper cutting as a child in her native country. The original paper cuts are in the collection of the American Folklife Center.

The cards are offered singly at 25 cents apiece with envelope, or in packages of 12 for $3 containing three each of the four designs, in red (top left), purple (top right), orange (bottom left) and blue (bottom right). They may be purchased at the Information Counter, ground floor, Library of Congress Building, or may be ordered, in packages only for $3.50, *from the Information Office, Library of Congress, Washington, D.C. 20540; the price includes postage and all orders must be prepaid.*

rior building wall), quills (panpipes made from cane), guitar, banjo, fiddle, bass and snare drums, and a number of improvised instruments such as washtubs, chairs, cans, crates, benches, and woodblocks.

Although several songs on the album are of white origin, the overwhelming stylistic influence is Afro-American. According to Evans, black music may exhibit more African traits in Tate and Panola Counties than anywhere else in the country. These traits include an emphasis on percussion, especially evident in fife and drum music; rhythmic and vocal features such as polyrhythm, syncopation, "blue notes," and antiphony; and the use of instruments of African origin, such as the banjo.

The album shows some of the historical changes and continuities that have occurred in the area over three decades. Recordings made in 1942 by the noted folksong collector Alan Lomax—the first collector to record in the area—recall such vanishing genres as the blues ballad and a performance with a ten-note quill. The other selections which were taped in the early 1970s by Evans and his wife Cheryl include a fife and drum piece which exhibits a syncopation and polyrhythms not evident in the earlier recordings, field hollers, children's lullabys, a "bottleneck-style" guitar blues, and a spiritual.

A 23-page illustrated brochure accompanies the album. The preface provides a general introduction to the region and to its musical traditions. The selection notes contain information on the performers, the context of performances, and the role of various musical genres in the life of the community. A list of related publications, recordings, and films is included.

Afro-American Folk Music from Tate and Panola Counties, Mississippi (AFS L67) is available for $6.50 in person from the Information Counter, Library of

Congress Building, or for $7 by mail (including postage and handling) from the Library of Congress, Recording Laboratory, Washington, D.C. 20540. A 25-percent discount is allowed for orders of 10 or more copies. All orders must be prepaid unless they are accompanied by an official institutional purchase order. Checks should be made payable to the Recording Laboratory, Library of Congress. A free catalog of the complete Library of Congress folk music/folklore series is available upon request from the Recording Laboratory.

U.S. POSTAL SERVICE TO USE ISSN ON SERIALS

(Continued from front page)

serials in their files.

Last summer the *Federal Register* contained a preliminary announcement of a requirement that the USPS number be printed on the corresponding serial. Comments received in regard to this proposed regulation urged that the ISSN, already in use as a unique identifying code for serials within the information community, be investigated as an alternative. Extensive meetings between representatives of the Library and the Postal Service led to an agreement that an amalgamated use of both numbering systems will be attempted. The final rule describing new requirements for identification statements in publications mailed at second-class rates is contained in the July 12 *Federal Register.*

ISSN will only be assigned to those publications for which they are appropriate, however. Registration of those titles, estimated to number 13,000, will be accomplished by October 1. For other publications that are contained in the USPS files that would not normally be assigned an ISSN, the USPS number will remain the identifying number for mail control. The USPS Office of Mail Classification will report the ISSN or the USPS number to the post office of second-class entry, which in turn will report the appropriate number to the publisher.

NSDP personnel will be located at the USPS Office of Mail Classification, where a work station and OCLC terminal have been set up, to provide on-site assignments for publications granted second-class privileges after October. NSDP editors will work on a rotating basis, one at a time, at the USPS location to assure continuity in the accomplishment of this task.

The ISSN is an internationally accepted code for uniquely identifying serial publications. The numbers are assigned through the International Serials Data System (ISDS), a network with national or regional centers in 43 member countries and an international headquarters in Paris. As the U.S. National Center for the system, the Library's National Serials Data Program has the responsibility of assigning ISSN to serials published in this country.

The use of the ISSN as a control mechanism for serials has already proved beneficial in facilitating communication between publishers, libraries, abstracting and indexing services, subscription agencies, document delivery services, and the like. The number's acceptance, together with a growing recognition of the importance of displaying it on the publication itself, will, it is hoped, lead to such benefits as easier access to records in automated check-in systems. The use of the number by the U.S. Postal Service will be an added factor in expanding the number of publications that display ISSN for ease of serial identification and control.

MOTION PICTURE STUDY AREA TO BE CLOSED TEMPORARILY

The study area for motion pictures and television and the viewing facilities (TJB-1046) will be closed to the public beginning September 18, for approximately three to four weeks. Because the area will be undergoing complete renovation and reorganization, no use of the viewing room or of the reading room will be possible.

The project is intended to help meet the needs of researchers and staff more efficiently. When the renovation is complete, the entrance to the study area will be changed from TJB-1046 to TJB-1051.

STAFF NEWS

RETIREMENTS

Lillie W. Price, elevator operator, Buildings Management Division, retired from the Library of Congress after over 33 years of Federal Service on May 31.

Mrs. Price came to the Library's Buildings Services Section in 1950. In 1972, she was promoted to the position of elevator operator and checkstand attendant. In February 1975, she was presented a 30-year Federal Service Award by F. E. Croxton, then director of the Administrative Department.

Mrs. Price was guest of honor at a farewell party given by her many friends and co-workers in the

Library. Among those wishing her well were William J. Welsh, The Deputy Librarian, and Edmond L. Applebaum, Associate Librarian for Management.

Mae E. Coleman, a clerical assistant-arranger in the Catalog Publication Division, retired from the Federal service on June 30. Mrs. Coleman joined the Library's former Buildings and Grounds Division in June 1963. In March 1967, she was promoted to a position in the Catalog Publication Division.

On June 26, over 70 friends and colleagues from her division and other parts of the Library gathered to honor her at a retirement luncheon at the Flagship Restaurant. Annie Mae Richbow, Elizabeth Thomas, and Alice Rush, friends of Mrs. Coleman, also attended.

Mrs. Coleman's retirement plans include traveling and doing volunteer work for the St. Benedict The Moor Society. She will be missed by her friends in the Library.

AWARDS

During August, 21 Library of Congress staff members completed 10 years of service and received **Federal Service Award** pins:

Thomas L. Andrew	Shared Cataloging Division
Glenna R. Broderick	Photoduplication Service
Lynn E. Brooks	MARC Development Office
Jurmenar Brown	Examining Division
Rudolph J. Buchel	Prints and Photographs Division
Ursula R. Darrah	Serial Record Division
Fay J. Diggs	Cataloging Distribution Service
Robert T. Ennis, Jr.	Congressional Reference Division
Ruth E. R. Garrett	Financial Management Office
Ethel L. Green	Binding Office
Oxana Horodecka	Descriptive Cataloging Division
Mary E. Johnson	Buildings Management Division
Madeleine Maillet	NUC Publication Project
Linda A. Pearce	MARC Editorial Division
Janet M. Raskin	Subject Cataloging Division
Regene C. Ross	Subject Cataloging Division
Victor A. Schmidt	National Library Service for the Blind and Physically Handicapped
Laurence L. Smelser	Subject Cataloging Division
Ercell H. Terry	Restoration Office
Divna Todorovich	Subject Cataloging Division
Charlene A. Woody	Computer Applications Office

PERSONNEL CHANGES

Appointments: Robert Espinosa, conservator (rare bookbinder), GS-5, Restor, 5803; Larry Golfer, bill digester and reference assistant, GS-7, CRS A, 5717; Marilyn Nelson, reference librarian, GS-9, CRS C, 5707; Scott Smeal, bill digester and reference assistant, GS-7, CRS A, 5717.

Temporary Appointments: Michael Davey, reference assistant, GS-5, CRS SPR, NP; Howard Gorrell, reference assistant, GS-5, CRS Gov, NP; Dale Pee, clerical assistant, GS-3, NLS/BPH, NP; Kevin Scott, library aid, GS-1, S&R, RS-100.

Reappointments: Pamela Chisholm, clerk-typist, GS-3, Cat Publ, OP 8-500; Priscilla Pemberton, editorial assistant, GS-5, CRS F, 5681.

Temporary Reappointments: Tonya Parker, data entry operator, GS-4, CRS D, 5838; Manuela West, clerical assistant, GS-3, NLS/BPH, RS-103.

Resignations: Edward E.[Bailey, Jr., CRS L; Miriam Best, CRS C; Mary Boston, P&P; Richard Claman, CRS E; Gracie Cooper, NLS/BPH; Valerie Evans, Ser; Douglas Gold, Ser; Jane O'Donnel, S&R; Martin Weinstein, Share Cat.

ANNOUNCEMENT

The Center for the Book and the **Council of Scholars** will be the subjects of an informal lunchtime presentation by the Library of Congress Professional Association on Thursday, September 14. John Cole and Ann Hallstein of the Office of The Librarian will talk about the establishment and future development of these new offices. The Center for the Book, which sponsors lectures and conferences on aspects of reading, publishing, the history of books, and other fields, and the Council of Scholars, which is being established to bring distinguished experts to the Library to study and to examine its resources, are both part of an effort to increase communication and interaction between the Library and the scholarly and professional community. The talk will begin at noon in the Whittall Pavilion.

APPENDIX I

CONCLUDING REPORTS ON THE ANNUAL CONFERENCE OF THE AMERICAN LIBRARY ASSOCIATION Chicago, Ill., June 24-30, 1978

LITA PRECONFERENCE INSTITUTE

The Library and Information Technology Association (LITA) of ALA sponsored a preconference institute, "Library Automation: State of the Art III," on June 22-23. As the third in a series of preconference institutes on the state of the art of library automation (previous ones were held in 1967 and 1973), this one presented several topics that have gained prominence within the last five years, such as networking, information retrieval, micrographics, and the impact of automation on library management, patrons, and librarians. There were eight speakers.

The program was planned by a group headed by Sherrie Schmidt, AMIGOS Bibliographic Council, and the moderator was Bonnie K. Juergens, C. L. Systems, Inc., and chair of the LITA Program Planning Committee. Included in the packet of materials distributed to participants was an updated version of *Library Automation: A Bibliography, 1973-77,* which was compiled by Martha W. West, Alice Quiros, and George Glushenok. The bibliography will be distributed as part of the published proceedings of the institute.

Henriette D. Avram, director of the Library of Congress Network Development Office, presented the first paper, "Toward a Nationwide Library Network." After summarizing the status of library automation at the time of the earlier state of the art institutes in 1967 and 1973, she described the existing situation in networking. Several organizations known as bibliographic utilities which have large on-line bibliographic files and are used primarily for technical processing activities have been providing products and services to libraries and other information agencies. She described the salient features of three of the major utilities, OCLC, Inc., BALLOTS (Bibliographic Automation of Large Library Operations Using a Time-Sharing System), and WLN (Washington Library Network). She also mentioned the possible entry of the University of Chicago into the field of bibliographic utilities because of its work with the Midwest Region Library Network (MIDLNET) to have the automated Chicago technical processing system available for use by about eight MIDLNET member libraries.

In addition to the bibliographic utilities, there are organizations in the networking arena called service centers that perform some or all of the following functions: brokering computer-based services from one or more of the bibliographic utilities and commercial vendors; operating and maintaining union files of location information, interlibrary loan services, and copy centers; offering computer-based information retrieval services from commercially available data bases such as those from the System Development Corp., Lockheed, Bibliographic Retrieval Services, or New York Times Information Bank; and providing education about the services and the utilization of the bibliographic utilities or commercial vendors. Some of the service centers are also developing minicomputer systems to serve as message concentrators between their members and the bibliographic utilities and to provide local data processing activities. The nationwide bibliographic services provided by the Library of Congress were also described briefly.

A significant step toward the development of a nationwide network was taken with the establishment of the Library of Congress Network Advisory Committee, which issued in June 1977 a preliminary edition of a document entitled *Toward a National Library and Information Service Component: The Library Bibliographic Component.* This paper was given wide distribution in the library and information communities to solicit comments and suggestions for a final edition while providing an initial blueprint for the advisory committee, the Network Development Office, and other groups to use for tasks leading to implementation of the network.

The committee identified several tasks in its paper to be performed under the direction of an interim network coordinating agency, that is, the Library of Congress Network Development Office. These tasks included: determining the legal and organizational structure for the library bibliographic component of the network; designing a technical network architecture; designing a national data base configuration, including a nationwide authority control system; and defining the role of other network-related organiza-

tions. (Details on the progress of these tasks can be found in the minutes of the Network Advisory Committee meeting held on May 18-19 and reported in the July 7 issue of the LC *Information Bulletin*, pp. 398-400.)

Funding for the tasks mentioned above has been included in a proposal prepared by the Library of Congress and the Council on Library Resources for presentation by the Council to several foundations with an interest in library programs. Special attention is being given to the management of the development effort, and it is anticipated that the initial responsibility will be vested in a management committee involving the Library of Congress, the National Commission on Libraries and Information Science, and the Council itself. Special advisory groups will be used to obtain guidance in policy, operational, and technical matters.

Although costs for the developmental effort may be partially supported by funding agencies, the organizations participating in the network will undoubtedly have to share some of these costs. The final system, however, must be maintained and operated by monies obtained from users of the system, implying that the system will provide innovative services and products while lowering the per-unit cost of doing so. With the work proceeding, it will be possible to estimate the costs to participating organizations and ultimately to their users.

Costs and benefits of resource sharing, the role of technology in the evolving total nationwide network, and the problems of funding and governance are all issues that will probably be discussed at the White House Conference on Library and Information Services (WHCLIS) to be held in the fall of 1979 and at the state conferences that precede it. Since it is expected that the results and recommendations from the WHCLIS will be the focal point for the introduction of major new library-related legislation, the library community should take this opportunity to gain the support of the general public for all library programs, including networking.

Some of the questions asked from the floor dealt with the following topics. Has any of the funding requested for networking projects taken into account the tapping of approximately $3 million of LSCA funds available from the Federal Government? Mrs. Avram said that the funding requested is primarily for developmental projects and is being obtained from nongovernmental sources. She also mentioned that a representative from the Chief Officers of State Library Agencies has been attending the meetings of the Network Advisory Committee as an observer to provide an interface with the activities proceeding at the state level. Another question took up the issue of governance of the proposed network. Mrs. Avram made the distinction between governance (where a "group" is headed by the chairman of the board) and management (of an organization that is headed by a president). The Network Advisory Committee feels that the issue of governance is one of great importance, and a subcommittee of the advisory committee has prepared a work statement (presently under review by the committee) for a potential contract to address this problem. A question was also raised on the role of the private sector, particularly the commercial vendors, in the planning activities for the proposed network. Mrs. Avram said that a representative of the Information Industry Association has been attending the meetings of the Network Advisory Committee as an observer. In addition, a meeting had been scheduled for July 18 with some representatives from different parts of the information industry to explore the possibilities for further cooperation and coordination. [*Lenore S. Maruyama*]

Ronald F. Miller, executive director, California Library Authority for Systems and Services, described the existing library networks, and their types, characteristics, philosophies, services, and funding. Most of these networks fall into one or more of the following categories: (1) nontechnical (consisting of cooperatives, consortia, interlibrary loan networks, and so on, that have been organized to meet specific needs); (2) bibliographic utilities (organizations with on-line bibliographic files and services); (3) the for-profit sector (systems connected with each other to perform functions related to circulation control, acquisitions, or serials control, many of which are of the "turnkey" type); and (4) library network service centers (organizations that act as brokers for on-line services from utilities, commercial vendors, and so forth).

Mr. Miller gave the general characteristics of the last category of networks, the library network service centers. On the average, they have an annual budget of approximately $260,000, have between 100 and 150 members, have a full-time staff of 10 people, primarily serve academic institutions, and act as a broker for the services of OCLC, Inc. He also mentioned two trends in the philosophies of these centers and the corresponding countertrends. One is that although all types of libraries are being served and provided with general services, there are also more special services

being provided to special groups of users, for example, law or medical libraries. Another trend is that while multiple services or functions with many options are now economically feasible for the bibliographic utilities, there is also a trend toward single-vendor brokers whose costs can be lower than other networks because they do not have to concentrate their efforts on multiple services for their users.

In addition to training for their members to use the commercially available information retrieval services, the services of the bibliographic utilities, or special data bases, the service centers can provide technical consultation in areas such as circulation control or interface with other systems, interlibrary loan services and union catalogs, continuing education, support for local automation efforts that would not be provided by the bibliographic utilities, and specific products such as COM (Computer-Output Microform) catalogs.

One of the trends in the area of governance for networks is that many of the organizations that were established under the aegis of a parent organization are now moving toward independent status as nonprofit corporations, member-owned institutions, or compacts. Funding for most of these organizations is obtained from member fees.

In closing, Mr. Miller said that with the probability that library services would have a low priority in competing for scarce monies, libraries and library networks should try to develop innovative public information services that the general public can comprehend and, hence, support. The scarce money situation may be, in effect, a boon for cooperative activities as people (and libraries) turn to networks to get the most for their money.

[*Lenore S. Maruyama*]

William D. Mathews of the National Commission on Libraries and Information Science, the third speaker, discussed "Advances in Electronics and Recent Innovations." Mr. Mathews noted that a broad interpretation of electronics would encompass software, systems design, the legal and regulatory environment, management and organizational issues, and hardware as well. He divided hardware into three types: processing, storage, and transmission.

Mr. Mathews cited the "onslaught of the microprocessor" as the single most important advance in processing hardware. Advances in microprocessing and the solid state chip have brought "the computer to the problem instead of the problem to the computer" by providing cheaper, smaller, more efficient processing units using less energy. There are, however, drawbacks to the use of microprocessors, for example: the complexity of circuits which can lead to very subtle failures, the high cost of testing after production, and service and maintenance difficulties. He also described four trends in processing developments. First, he noted the abundance of high performance processors performing specialized functions such as number crunching and vector processing which might also be used for text and information processing in the near future. Second, he noted the growth in "processor mimics and look alikes" such as the less expensive spin-offs from the IBM mainframe and the availability of microprocessors that mimic maxi-processors. At the current rate of reduction, Mr. Mathews foresaw the eventual availability of IBM 370 logic on a single chip. He also cautioned against the possibility of mimicking software design errors in the future. Third, he noted the abundance of multiple processor systems with several CPUs available in a single system for redundancy, reliability, and backup, such as the tandem machines used at OCLC for back-up. Fourth, Mr. Mathews cited the growth of the personal computer phenomenon providing home computer systems at the price of home high fidelity systems. The availability of small microprocessors and the rise of small entrepreneurs using cottage industry methods may mean that libraries will be able to assemble reliable and affordable systems at a fraction of the present cost. The growth in personal computers also has significance for libraries in that it represents the "first step toward a personal home information system."

Mr. Mathews stated that advances in devices for digital information storage could be seen along a continuum of performance from high to mid-range to low. High performance memory features such as dynamic memory allocation and virtual memory are becoming available in smaller and smaller systems. In the high performance range, cache memory, virtual memory, and read-only memory are becoming more widely available. In the mid-range market, bubble memory can store significant amounts of information at an affordable cost. At the low performance end of the continuum, improved high density disks and floppy disks are available, and the potential for using video disks for digital storage exists. One video disk could store the entire MARC file on one surface, and copies could be produced for about 55 cents each. Copies of the MARC data base could be made available on video disk for under $10 and a reader could be purchased for less than $3,000. Static and active data could be handled by storing static data on video

disk and storing active data needed for update on floppy disk. Because of the wide range of storage hardward available, selection and purchase of hardware are becoming more complex.

In the area of transmission, Mr. Mathews noted the availability of packet switching networks, multiple operating systems, and the growth in terminal-to-terminal data traffic. He also noted the difficulties that still exist in building networks composed of dissimilar computers. The availability of microprocessors has provided a countervailing influence against network expansion, marking a shift away from functions distributed across a hierarchy of computers. Data sharing rather than function sharing is becoming the driving force in networking. Mr. Mathews pointed out that the shift from analog to digital transmission is occurring very rapidly. A massive shift to digital transmission is accompanying the replacement and upgrading of common carrier facilities with new transmission channels of enormous capacity. Advantages of digital communications are the elimination of the noise problems associated with analog communications and the good cost performance of digital transmission. Some recent advances in telecommunications are use of fibre optics, digital voice encoder/decoders, and satellite systems. Mr. Mathews stated that it is not too soon to plan for broad band digital communications facilities. As a result of the changes in telecommunications, new information channels will develop and new institutions and intermediaries will emerge. For example, publishers may bypass printers and libraries and interact directly with users.

Although advances in processing, storage, and telecommunications are occurring rapidly, the big news is in the legal and regulatory spheres. Even though the distinction between the communications and computer fields is blurred, members of the communications industry such as AT&T are regulated by the Federal Communications Commission (FCC), whereas members of the computer industry such as IBM are unregulated. The recently introduced Telecommunications Act of 1978 would make drastic changes in communications law. Monopoly carriers would be barred from the manufacture of telecommunications equipment, which would result in AT&T divestiture of Western Electric. On the other hand, new markets would be open to AT&T and other telephone companies since they would be allowed to offer computer services through subsidaries. As a result, competition by smaller common carriers offering private line and specialized services would be fostered. The FCC would be replaced by a Communications Regulatory Commission, and Federal regulation of cable TV and radio broadcasters would be ended.

To take advantage of the recent advances in electronics hardware, the library community must bid itself into the market or join an aggregate market, or it will be "left in the dust." In the broad context of transforming electronics innovation into library applications, Mr. Mathews stated that "the strategy for fashioning useful applications from these trinkets" involves solving problems of several kinds. First, software implementation problems and the increase in software costs have resulted in an increasing need for software engineering. Second, there is a need for systems design specialists who can come up with ingenious solutions which "cut to the heart of the problem" rather than "petty practitioners" who leave us in the "heart of the thicket." Third, there is a need for managers who are leaders with broad foresight rather than managers who are merely "pointing to the promised land but afraid to arrive." Finally, libraries must deal with the problem of "organizational archconservatism" and the dangers in waiting for "everything to clarify" rather than acting. Mr. Mathews concluded by noting that even though the opportunities in electronics were never greater, because of these problems the probability of implementing electronics advances is not as great as it could be.

[*Lynn Schowalter*]

Fay Blake, lecturer at the School of Librarianship, University of California at Berkeley, scheduled to discuss the effect of technology on free access to information, first outlined some of the drastic cuts in library services being caused by Proposition 13. These included proposals to lay off many librarians, eliminate materials budgets in many cases, eliminate interlibrary loan, and institute direct user fees for basic library services or charge fees for library cards.

The speaker pointed out that data bases which have been designed for a commercial market rather than for general needs are therefore not widely useful to the public. This bias has been compounded by the proliferation of fee-based searching services in university libraries, where marketing has resulted in tailoring services to meet the needs of paying customers. There is a need to develop accurate cost figures for such services, since most clients are not connected to a university and charging for connect time alone provides a hidden subsidy to the other user.

Her proposed solution to the fee-for-service dilemma was a tax on industries which have increased their productivity above the average national rate, since

this increase is based on the use of such information as the results of research and development. These funds would be used to support information agencies such as libraries and would provide increased support for the public services sector. [*Floris Flam*]

Eleanor A. Montague, university librarian, University of California at Riverside, discussed the impact of automation on the skills of the library administrator at the opening session on Friday, June 23. She stated that library automation decisions are not inherently different from other decisions managers make involving change in the library. The manager is a key element in such changes and provides a sense of direction and leadership. There is, as always, the need to make rational automation decisions based on knowledge of the organization. The steps she suggested include preparation of a statement of the goals of the organization (involving staff consultation, analysis of the current system, budget allocation to allow for the cost of automation, and statement of anticipated impact); evaluation of choices against criteria; development of an implementation plan, timetable, and new organization plan; and two-way communication with and training of the library staff. She particularly emphasized the need for staff involvement in defining requirements and application of the system.

She traced the history of library automation from its infancy in the early 1970s, a time of experiments at relatively few institutions, through its current period of early adolescence, characterized by widespread applications and systems sharing, and described what she feels will be the characteristics of its future, mature phase. At first, automation was used by libraries to increase the efficiency of current procedures and to provide some services and products not feasible in a manual system. There was often a failure to articulate the problems to be solved, lack of knowledge both of current costs and of computer costs, and incomplete understanding of the current system. There was often a failure to allocate funds to cover automation costs, as there were not immediate savings. Computer applications were usually confined to discrete functions and there was little cooperation among institutions and little standardization. It was a period of trial and error, experimentation and learning, touching few libraries and only in narrow areas, superimposed on the manual system. There was often a separate systems office which did not communicate well with the operational staff, which was skeptical about the benefits of computers. There was typically a lack of leadership and planning among library management, with organizational goals and priorities not set and staff not mobilized.

The current period of early adolescence is marked by such features as successful networking, greater interlibrary cooperation, on-line use, turnkey systems, competition among systems, minicomputers, and functional integration. There is a wider application of technology owing to economic pressures and the inability to save sufficient funds through manual changes. There has been a development of greater in-house expertise in dealing with computer systems, and a shift in responsibility from a separate systems department to those ultimately responsible for running the new system.

There is a need to allocate management time for long-range planning. Libraries are finding more areas where technology can be applied. The flexibility of automated systems, however, also allows for their inefficient use, such as the perpetuation of local variations given the speed and apparent ease of doing this with the computer. There is a need for national standards. In line with this, Eleanor Montague emphasized that the cost-benefit impact of AACR 2 has not been evaluated and suggested that this change will be tremendously costly in a time of shortage of funds.

She envisioned a future characterized by competition with other segments of the economy for provision of information. Librarians will have to do a better job of marketing libraries. The need for resource sharing will shape decisions, particularly in acquisitions and collection development.

There will be a shift in priorities from other segments of the library to the interlibrary loan functions, which will have to mobilize for increased volume. On-line catalogs with multiple access points and Boolean logic will revolutionize reference functions and will make catalog codes as now known obsolete. There will be a need for cataloging rules of a different nature, less costly and taxing. Library managers will have the problem of resource allocation to pay for terminals and such developments as full text retrieval. [*Floris Flam*]

Carl Spaulding, second speaker on Friday, reviewed developments in micrographics and COM (Computer-Output Microfilm). For an overview of the potential of COM for libraries he recommended *Computer-Output Microfilm: Its Library Applications* by William Saffady, published by ALA this year and, for current information on COM catalog equipment, the Winter 1978 issue of *Micrographics Equipment Review.*

Among the items he selected for comment were a Bell and Howell automobile parts and price list catalog, an improved Realist Valiant reader, the Xerox 740 and Minolta RP405 reader-printers, and a Xerox camera for card filming.

Mr. Spaulding noted that, although microfilm rolls have been favored over fiche, there is now a trend toward the latter. The many improvements in microfiche readers and other equipment, in indexing and searching, in reduction ratios, and in methods of adding, replacing, and deleting page images on a fiche, are making fiche more and more attractive. The fiche catalog of the future will be displayed on readers capable of holding over 4,000 pages at one time. Thus a catalog divided among several readers will require no handling of fiche by the user.

Since a COM catalog is a major investment in products of a volatile, competitive industry, the speaker advised potential purchasers to avoid relying entirely on recommendations and guarantees. To ensure satisfaction, thorough investigation is needed, including personal examination of the products as used by current customers, and study of market and economic reports.

Predicting a new role for COM technology, Mr. Spaulding referred to a study showing microfilm to be superior to magnetic tape for storage of machine-readable data. [*Robert Bury*]

The seventh speaker at the LITA preconference was Maurice Freedman, Columbia University. The thesis of his speech on "Automation and the Library User" was that library automation has a long way to go before it will liberate the library user. He said there is a crisis in cataloging, and automation has played a silent role in this crisis. Blinded by the technicalities of automation, libraries have allowed access to the catalog to deteriorate which has resulted in the loss of basic library services.

During the early 1960s, automation supported the development of book catalogs. These early book catalogs often had no cross-references and provided truncated bibliographic entries arranged according to machine filing sequences. Libraries accepted these problems, however, because book catalogs eliminated catalog maintenance and permitted access to the catalog at more locations. The initial growth of the Ohio College Library Center (now OCLC, Inc.) was based on its ability to provide catalog cards quickly and easily. The poor typographical quality was outweighed by OCLC's ability to offer some flexibility in card formatting and to provide card sets arranged in filing order.

The golden age of library automation, the late 1960s and early 1970s, was characterized by creativity, hard work, and fun. During this period, there were three high points for library automation. The first was the development of the MARC format and the MARC Distribution Service. The MARC format established a national standard for the machine-readable input of cataloging data. Most bibliographic service agencies are now predicated on the receipt of MARC tapes. The second development was the technological success of OCLC, which demonstrated the viability of an on-line network. The third development was the New York Public Library's approach to library automation, which was completely different from that of OCLC. They decided to automate the cataloging process instead of the card production process. They showed that the computer could control the catalog, that it could be programmed to follow complex filing rules and that it could handle non-roman characters.

Because of the pending implementation of the second edition of the *Anglo-American Cataloguing Rules,* there is a crisis in cataloging. Copies of AACR 2 are not yet available to the public, but it has been estimated that between 30 and 50 percent of the name headings will be changed. The large number of institutes on catalog closing indicates the serious nature of the problem. Any system with a large data base (such as OCLC or the Library of Congress) is faced with a tremendous problem. It can either close its existing data base and start again or it can try to maintain the existing data base with a complex set of cross-references. Because of the Library of Congress' rigorous control of its cataloging, it has a fighting chance, but OCLC is in a much worse position.

In summary, Mr. Freedman said that each automation advance has had a concomitant negative effect for the user. The OCLC data base is very useful, but it also contains many duplicates. It will not be easy to change the OCLC data base to AACR 2. The Library of Congress is forcing other libraries either to freeze their catalogs or adapt them, both of which are labor-intensive efforts. Therefore, AACR 2 should be delayed until more libraries have automated authority control systems which will permit them to change their data bases to AACR 2 more easily.

[*Susan C. Biebel*]

Allen Kent, distinguished service professor, University of Pittsburgh, was "Crystal Gazing into the Future" Thursday afternoon to end the preconfer-

ence institute. Libraries have failed to forecast what patrons will want to use from the available store of information in the world, he noted, but more money for materials is not necessarily the answer, as it can merely lead to purchasing more materials that are little used. He forecast the substitute of quality standards, relevant to a client-centered library, for quantity standards, and hoped this would lead to "an access philosophy rather than a holdings philosophy."

In the area of resource sharing and library networks, Mr. Kent forecast that systems would be developed to allow networks on-line access to circulation information (whether a book is available at that moment) for individual libraries. His final forecast was movement toward use of models and simulation to avoid going through expensive operational tests.

[*Suzy Platt*]

OTHER MEETINGS AND PROGRAMS

INTERNATIONAL RELATIONS ROUND TABLE

The International Relations Round Table and ACRL Asian and African Section cosponsored a panel discussion on June 26 on "Bibliographic Control and Library Networks in China, Kuwait, and Nigeria." Hans E. Panofsky, Northwestern University Library, introduced the three panel members.

Chi Wang, head of the Chinese and Korean Section, Orientalia Division, Library of Congress, began the discussion by describing his visit in 1977 to the libraries of mainland China. According to Mr. Wang, the National Library of Peking, with over nine million volumes, is the center of national library activities. It is chiefly a research library and researchers must have a letter of recommendation in order to study there.

China also has provincial and municipal libraries, the municipal library of Shanghai being the largest of that type. Of academic and university libraries, Peking University has the largest collection with over one million volumes.

Mr. Wang visited three special libraries: the Chinese Academy of Social Sciences library, the Chinese Academy of Science library, and the *People's Daily* (newspaper) library, all in Peking. The *People's Daily* library has the largest and richest collection of newspapers in China, including some newspapers from the revolutionary period of the 1920s and 1930s. The library's 300,000 volumes consist primarily of social science works and are reserved for the use of the newspaper's staff.

Chinese librarians have a great interest in the development of library science, collections, and book publishing in the United States, Mr. Wang said, and would like to strengthen their collections of Western materials. Right now, that is difficult to do as all foreign acquisitions must be approved by the China Book Import Corporation and only the Peking National Library and the Chinese Academy of Science are allowed to deal in international exchange of library materials.

China has a national bibliography that is published monthly and lists about 800 titles in each issue.

In answer to a question, Mr. Wang said that during his brief visit it was not easy to tell how heavily the libraries he visited were used, but that the reading rooms he saw were usually full.

Mohammed H. Zehery, information science consultant of the Kuwait Institute for Scientific Research, began his talk with a brief history of libraries in Kuwait and a slide show of some of the libraries and their collections in his country.

Mr. Zehery explained that the School Library Department is responsible for centralized acquisitions and processing for the 300 school libraries that serve 250,000 students. Of the 350 school library personnel, most are nonprofessionals. A change from the traditional school structure will occur this fall when a new high school will open, centered around the school media center.

Vocational technical schools are not as dependent on the School Library Department as are the other schools. They provide better service than other school libraries in addition to providing library service to the blind and physically handicapped, according to Mr. Zehery.

The Central Library of Kuwait has 200,000 volumes and 29 branch libraries in and around the capital, Kuwait City. There is no national library, so the University of Kuwait library provides some services to the faculty that a national library would.

There are about 20 special libraries in Kuwait belonging to government agencies and private companies. Most of the libraries are well staffed and supplied and have good budgets. One of these, the Kuwait Institute for Scientific Research, is a new scientific and technical information center that provides information for other scientific research centers. It has compiled, with the cooperation of the University of Kuwait, a union list of 5,600 Kuwaiti scientific and technical periodicals. There is also a regional union list of 7,500 scientific and technical periodicals that are published in Kuwait, Iraq, and Saudi Arabia.

The institute subscribes to the National Technical Information Service reports and MARC tapes and has access to the Lockheed and SDC data bases via satellite.

Mr. Zehery concluded his talk by remarking that while there is plenty of money for libraries and librarians, there is a lack of recognition of the importance of libraries and library professionals among those in Kuwait who are in a position to influence the development of libraries. He emphasized that such lack of recognition is detrimental to library development in Kuwait.

Patricia Shoyinka, chief cataloger at Ibadan University Library in Nigeria, described the efforts of Nigerian libraries to collect Nigerian publications and the difficulty of maintaining bibliographic control of materials in a country that has 160 written languages. She began her talk with a brief history of Nigeria, which is divided into 19 regions and has 18 university libraries and one national library.

Because of the many regional requirements for deposit of regional material, publishers may need to submit as many as nine copies of a work for deposit. Also, because deposit requirements differ, it is impossible for even one depository library to collect everything that is published. At first only books were deposited but now periodicals, newspapers, and audiovisual materials must be deposited, although only the University of Ibadan collects audiovisual items.

The National Library of Nigeria tries to provide access to the various libraries' collections through a union list. There are two national bibliographies in Nigeria, one for periodicals and newspapers and one for books. New periodical titles are listed at the National Library and at the National Periodicals Data Center.

Because several different sets of cataloging rules are used in Nigeria, some libraries are trying to establish one set of standard rules to be used throughout the country. Both ISBN and ISSN are now being used.

Catalogers in Nigeria face two overriding problems, the speaker stated. One is the difficulty of establishing Nigerian name authorities, and the other is the difficulty in cataloging materials that may be published in any one of 160 Nigerian languages. Since no one library can hope to have enough catalogers who know all those languages, catalogers are hoping to establish a national network for cataloging as well as an index to Nigerian languages.

Catalogers in Nigeria are trying to persuade the Library of Congress to adopt, or at least provide as an option, a classification scheme and subject headings developed in Nigeria, because they find the Library of Congress scheme inadequate for cataloging materials relating to Nigeria.

She concluded by saying that library automation is just starting to develop, and that the various library associations are playing a visible role in educating librarians to the need for automation, library cooperation, and the development of a classification system for Nigeria. [*Catherine La Tour*]

LAD MIDDLE MANAGEMENT DISCUSSION GROUP

This discussion group of the Library Administration Division met on Tuesday, June 27, to discuss "Effective Communication within the Library from Three Organizational Perspectives." Larry Bone, director, Mercy College Library, Dobbs Ferry, N.Y., represented top management; Nancy Doyle Bolt, formerly with Forsyth Co. (N.C.) Public Library and now with the National Endowment for the Humanities, represented middle management; and Jane O'Brien, head of circulation, Schaumberg (Ill.) Public Library, presented the views of "bottom management." Elaine Friedman, head of the Catalog Maintenance Division, University of Michigan (Ann Arbor) Library, was the panel moderator.

Nancy Wise, Mid-Continent Public Library, Grandview (Mo.) Branch, and chair of the discussion group, introduced the meeting with the group's definition of middle management. Middle managers are responsible for the establishment and implementation of a unit or function. Neither the size of the staff supervised nor the number of supervisors above the middle manager is considered important to the definition. She then went on to introduce the speakers.

Larry Bone gave nine points which he felt were essential for maintaining effective communication in an organization. They were that (1) regular staff meetings should be held, (2) written communications should be followed perhaps by oral communication, (3) policy should always be written, (4) the manager should always be accessible, (5) the manager should make as few things secret as possible, (6) major policy decisions should be distributed in writing and simultaneously to all staff affected and the communication should give the reasons for the decisions so as not to appear arbitrary, (7) the manager should learn how to listen openly, (8) an attempt should be made to communicate the goals and objectives of the institution, and (9) periodic evaluations are recommended so that people know their strengths and weaknesses.

Based more on her former positions than her present job, Nancy Doyle Bolt identified the four areas of dissonance the middle manager has to learn to handle. The middle manager has to be loyal to the people supervised, to top management, to the institution, and to self. She admitted that there were times she did not implement a certain policy because of the people she supervised. In other cases she would try a policy for top management even though she did not believe it would work. Her advice was to sit down and talk with the staff; to identify the decision-makers in the library and when and where the input comes from and to make sure that the lines of decision-making authority are firmly established; to think before one speaks; and to be as honest as possible.

Jane O'Brien began her presentation by saying that she preferred to represent support staff rather than "bottom management." She discussed the work exchange program of her library, saying that it gave those who participated an understanding of how jobs interrelate and made the staff realize the problems they were creating for each other. She also cautioned professionals to stop creating a class distinction between the professional librarians and the support staff. By inviting support staff to outside meetings when the topic pertains to their area and by helping the staff members grow in different ways, the professional librarian can help the support staff to become better employees.

The formal presentations were followed by questions and then the large group broke into many smaller discussion groups. Approximately a half hour later the group reconvened for reports from the small groups and more questions. One leading question caused much discussion. One participant asked why there are so many bad supervisors still in the library field. The panel answered that management is taken for granted and it is an art learned by mistakes much of the time. Also, there is no concentration on management courses either in the library schools or in continuing education programs. A means of moving up is to become a supervisor, but most librarians are not trained to be supervisors. One suggestion was that the institution should provide some in-service training for supervisors and not leave it solely to the individual.

The chair closed the meeting by reporting that she was to go before the LAD board the next evening to discuss what organizational form the Middle Management Discussion Group would now take. A report on their determination will be available at the 1979 Midwinter Meeting of the American Library Association.

[*Susan B. Aramayo*]

GOVERNMENT DOCUMENTS ROUND TABLE INTERNATIONAL DOCUMENTS TASK FORCE

The theme of the task force's panel discussion on June 27, moderated by Barbara Smith, Skidmore College Library, was "Current Practice in the Bibliographical Control and Distribution of Foreign Government Documents–With Emphasis on the Use of Computerized Indexing Systems."

David Perry, marketing director, Her Majesty's Stationery Office (HMSO), London, opened the session with a talk entitled "The New Look of HMSO *Monthly Catalogue of Government Publications*." Mr. Perry's first point was that, unlike the United States Government Printing Office, HMSO is more important as a distributor than as a publisher, since 1,200 British Government organizations are responsible for issuing publications. The HMSO Catalogue Service produces three types of catalogs–a general one organized by department and issued daily and cumulated monthly and annually, departmental and sectional lists which include everything in print except Parliamentary publications, and index cards which are used to cumulate the catalogs and are sold to libraries for use in cataloging.

Because the catalogs had several drawbacks (poor indexes and arrangement, manual manipulation of cards, high cost), HMSO contracted for automated production of its catalogs in 1976. The system is still slow and response to it has been mixed, but HMSO hopes for improvement.

In its effort to cooperate with the book trade and librarians, HMSO is planning several projects for further development of its catalogs. First, it wants to provide subject classification with a subject index in the monthly and annual cumulations and subject bibliographies to replace sectional and departmental lists. Second, it wants to introduce cataloging in publication, which may be difficult because Parliamentary publications cannot be announced until they are available for sale. HMSO hopes to have this policy changed. Third, HMSO wants to publish a weekly catalog, possibly arranged by subject, as well as a quinquennial cumulation of catalogs. Last, HMSO would like to establish an on-line and computer tape service and link the HMSO data base with that of the British Library.

In answer to questions, Mr. Perry stated that a standing order service for British Government publications, including Parliamentary Papers, is available in the United States through Pendragon. A selective subscription service will be available in North America this fall.

Carolynne Presser of the Engineering, Mathematics, Science Divisional Library, University of Waterloo, Ontario, addressed the topic "Utilizing CODOC (Cooperative Government Documents)," in discussing how her library and cooperating libraries catalog government documents.

The library wanted to process its numerous government publications quickly and economically while providing several access points to the documents. The Cooperative Documents System chosen uses a coding system and a computer. The coding scheme consists of numbers and letters applied to the country, federal or state or provincial level, department or ministry, office or agency, year of publication, and title. The result is a code number by which a document can be identified. Documents can also be coded for personal author, language, format, type of publication, library location, number of copies, and series.

Because the University Library found Library of Congress subject headings unsuitable for their purposes, the library codes for key words in titles using a KWOC (key-word-out-of-context) list.

The data are used for compiling catalogs, shelflists, serials lists, and author and title lists. The system lends itself to cross referencing government organization names, which can be important when the names change every four years with the change of governments.

The system is fast, requiring an average of five minutes for a technician to fill out a coding sheet; economical, costing $1.25 per record; and can provide many access points for each document. The system is used by 15 libraries in Canada and one in the United States. The Canadian libraries have compiled a union list of documents and hope eventually to merge their files twice a year.

Colin Freeman of the National Library of Australia, Embassy of Australia, Washington, D.C., spoke on the topic "Bibliographical Control of Australian Government Publications at the National Library of Australia and the Australian Government Publishing Service."

The Australian states historically have been, and still are, autonomous to a great extent, Mr. Freeman said, and this presents a problem for bibliographic control of government publications. Each state has its own government printer in addition to the federal printer. Another complicating factor is that the National Library and the Technical and Scientific Research Office do not use the state or federal printers; instead, they print their own documents or have them printed commercially.

The Australian Government Publication Service provides weekly and monthly lists and microfiche of federal documents, but their purpose is to identify major documents, not to provide a complete list of documents. The monthly lists, which are cumulated annually, include only items that are for sale, but these include state and international publications and have full bibliographic description.

The National Library produces the *Annual Catalog of Australian Publications* which was first published in 1937 and includes all books and serials produced by state agencies. All government authorities are asked to deposit copies of documents with the National Library for inclusion in its catalogs.

In concluding, Mr. Freeman mentioned several plans, the implementation of which will contribute to improved bibliographic control. These consist of an automated Australian National Bibliography, to include state, national, and statutory authority publications; the increased use of ISBN and ISSN; the use of cataloging in publication; the exchange of MARC tapes among the states and with other countries; and the establishment of a cooperative national cataloging system into which all libraries can input bibliographic data and which will allow states to produce their own catalogs. [*Catherine La Tour*]

CLENE

An update on recent activity relevant to a proposed voluntary recognition system for participation in continuing education activities was the topic for discussion at the Continuing Library Education Network and Exchange (CLENE) meeting on Wednesday, June 28.

The meeting highlighted outcomes of a Recognition Conclave sponsored by CLENE on June 1 and 2, in Washington, D.C., in which 48 representatives from library and information associations, library education programs, state library agencies, and types of libraries gathered from New York to California and from Canada to Texas.

At the June 28 meeting, Ruth Patrick, chair of the CLENE Recognition Task Force, presented reasons why a voluntary system is important to library/information/media personnel and to the profession as a whole. Blanche Woolls, chair of the June conclave and associate professor of library science, University of Pittsburgh; Brother Robert Corrigan, C.F.X., president of the Council of National Library Associations; Travis Tyer, president of CLENE; and Ruth Katz, research social scientist, Denver Research Institute, reported on the actions of the conclave, which

accepted the basic concept of a voluntary recognition system, encouraged CLENE to continue to take a leadership role in presenting the concept to the profession, made specific recommendations relative to the model and its implementation plan, and outlined next steps for the CLENE Recognition Task Force and for participants at the conclave. Questions and discussion from the floor at the June 28 meeting centered on the importance of quality control being integrated into the system, on the importance of the "voluntary" aspect of the plan, on inclusion of all who work "in and with libraries," on the adaptation of the system to all types of library/information/media personnel, and on the types of non-traditional education that should be incorporated into the system.

Also at the June 28 meeting, Travis Tyer, CLENE president, announced the newly elected officers of CLENE: president, Peggy O'Donnell, coordinator CELS, Southwestern Library Association; president-elect/vice president, James A. Nelson, assistant professor of library science, Communication Programs, University of Wisconsin Extension Division; secretary, Janet Blumberg, consultant in continuing education, Washington State Library; treasurer, Julie Blume, coordinator of user education, Health Sciences Library, University of North Carolina; state representative to the Board of Directors (1978-1981), Marcia Lowell, state librarian, Oregon State Library; board association representative (1978-1981), Garland Strother, Louisiana Library Association; and board institution representative (1978-1981), Margaret Knox Goggin, dean, Graduate School of Librarianship, University of Denver.

Chair of the Advisory Committee for 1978-1979 is Jane Robbins Carter, Graduate School of Library Science, Louisiana State University; chair-elect is Ruth Katz. Other Advisory Committee members elected for the 1978-1981 term are Linda Crowe, system development officer, North Suburban Library System, Illinois; Joan Durrance, lecturer, School of Library Science, University of Michigan; Lois Fleming, public library and continuing education consultant, State Library of Florida; Andrea Hawkins, chief, Consultant Services, Washington State Library; John Hinkle, continuing education coordinator, Oklahoma Department of Libraries; Carmela Ruby, library consultant for staff development, California State Library; and Kathleen Weibel, freelance librarian, Library School, University of Wisconsin at Madison.

At the June meeting special tribute was also paid to two active CLENE members, Muriel Fuller and Sarah Rebecca Reed, who lost their lives in the violence of an unpredicted tornado on a Kansas Lake on June 17. James Nelson spoke of the contribution of Muriel Fuller who had just been elected to an office in CLENE and served as chair of a Task Force on Long-range Planning, and represented the Church and Synagogue Library Association at the Recognition Conclave. Following her recent retirement from the Faculty of Library Science and Extension Division of the University of Wisconsin, she had planned an international seminar tour to Australia for the fall. Elizabeth W. Stone, CLENE executive director and chair, Graduate Department of Library and Information Science, Catholic University of America, paid high tribute to Sarah Rebecca Reed, director of the School of Library Science, Emporia (Kans.) State University, and spoke of her contributions to all aspects of library education throughout her distinguished career. Both speakers spoke of the legacy these two leaders have left to their colleagues which will carry them beyond the grief of their loss to continue the work they left unfinished.

Inquiries about the voluntary recognition system or suggestions for the CLENE Recognition Task Force are invited and should be addressed to Ruth Patrick, chair, CLENE Recognition Task Force, CLENE Office, 620 Michigan Ave. N.E., Washington, D.C. 20064. [*Elizabeth W. Stone*]

APPENDIX II

REPORTS ON THE 71ST ANNUAL MEETING OF THE AMERICAN ASSOCIATION OF LAW LIBRARIES
Rochester, N.Y., June 25-29, 1978

BUSINESS MEETINGS

On Monday, June 26, the general membership of AALL gathered for the first Business Meeting of the 71st Annual Meeting in Rochester, N.Y. Al Coco, librarian, University of Denver Law School Library, presided over the meeting.

President Coco opened the meeting with a speech focusing upon the increased interest in the association which is reflected in its growing membership. He also spoke about the first meeting of the AALL in Rochester, N.Y., and compared the 300-member attendance of that meeting to this year's attendance of over 1,000 registrants. His speech included additional information concerning the great increase in the number of committees performing different and varied duties which serve and promote the mission of the association.

After these opening remarks, certain committees presented reports outlining their accomplishments and submitted proposed amendments and rule changes. Among the most disputed was the proposed amendment against solicitation of support from publishers and law book dealers during annual conventions and especially the funding of social events. Many members spoke on both sides of the issue. The vote on the amendment was 132 votes in favor and 290 votes opposed.

Two other resolutions generated quite a bit of debate despite the fact that voting on them was postponed until the business meeting on Wednesday, June 28. The Contemporary Social Problems Special Interest Section approved these resolutions for submission to the AALL Business Meeting. The first concerned the question of holding future conventions in states which have not ratified the Equal Rights Amendment. The other involved affirmative action in employment and academic admissions. Both resolutions were adopted after certain revisions in the language.

Another motion passed by the membership amended article 1 of the association's by-laws concerning membership and increased all annual dues.

The second AALL Business Meeting was held on Wednesday morning, June 28, with Mr. Coco presiding. Members voted on several of the motions and proposed amendments discussed during Monday's meeting. The results of the voting were as noted above.

The presiding chairman read a resolution thanking all those who participated and contributed their time and experience to help make the convention pleasant and successful. [*Zuhair E. Jwaideh*]

FISCAL MANAGEMENT PROGRAM

The first general convention program was devoted to the topic of fiscal management. John J. Miniter, associate professor at the School of Library Science, Texas Woman's University, addressed several topics, including accounting and bookkeeping, budgeting, report writing, and proposal drafting in his presentation.

Mr. Miniter first analyzed the four classes of costs available to librarians for planning purposes—direct, indirect, variable, and fixed costs. Salaries, equipment, and reference books and materials were listed as examples of direct costs, and telephone fees were noted as an example of indirect costs. Variable costs included overtime, excess usage of leased equipment, "learning curve" costs (the costs associated with waste in time and materials generated by inexperienced new employees), and proportionately excessive costs associated with successively hired short-term employees. Fixed costs, which he noted were the undoing of most unsuccessful enterprises, included rents, prorated maintenance expenses, and leased equipment costs. Once these units of cost were identified, other fiscal operations such as cost analysis and time/cost measurement could be performed. He suggested that, in the time/cost measurement, analyses of particular tasks could produce standardized, transferrable figures for general application, and recommended the project of producing such figures to the association.

Budgeting systems were next on the agenda. Of the various systems in use, Mr. Miniter saw line-item budgets and formula budgets as those which provided the least opportunity to librarians for control and management, these aspects being left in the hands of

superiors. Formula budgets are the preferred form in state institutions and are in use in 36 to 38 states. Program and zero-base budgeting, on the other hand, provide librarians with an opportunity to rethink programs and services annually. Such budgeting techniques force librarians to understand the objectives of their parent organizations, to produce detailed programs and alternatives, and to apply advanced cost/benefit analyses to these suggested programs.

Mr. Miniter briefly discussed the basic terms and concepts of simple accounting practices and worked through several sample transactions on the ledger. Recommended as a useful primer for the uninitiated was Herbert H. Hoffman's *Simple Library Bookkeeping* (Santa Ana, Calif. Headway Publications, 1977. 30 p. Z683.H64).

The remainder of the presentation was devoted to a discussion of report and proposal writing. Inventiveness and lucidity were emphasized as the keys to successful report writing, as was the use of graphics in this regard. Tables and charts were portrayed as essential to good report construction. Several examples were displayed to underscore how a well-constructed chart could dramatize information that was apparent only upon close scrutiny in a less well-devised chart. It was suggested that charts might be a more useful tool than a narrative recital of statistics, both because they were more immediately informative and because most people tend to instinctively trust charts more than statistics. He cited the following articles by A. T. MacGregor in *Scholarly Publishing* (Vol. 8, 1977) as particularly useful references: "Graphics Simplified: Charts and Graphs" (pp. 151-164), "Graphics Simplified: Preparing Charts and Graphs" (pp. 257-274), and "Graphs Simplified: Media Specifications and Artists' Aids" (pp. 367-376); he also noted Mary Eleanor Spears' *Practical Charting Technique* (New York, McGraw Hill, 1969, 394 p. HA31.S67).

Among the general suggestions made on the writing of proposals were the following. The writer should identify those government agencies and private foundations which are interested in the area of work and establish continuing contacts with these groups. He should become familiar with sources which identify the lesser known foundations. (In connection with this, the speaker distributed a bibliography titled *Sources of Information on Foundations, Grants, Giving.*) The writer should obtain specific information about the identified foundations and other agencies on limits on grant amounts, types of proposals funded (such as publications, research, and films), names of pertinent officers, deadlines (if any), and special subject or ethnic interest.

Mr. Miniter suggested that, since the available literature concerning the mechanics of proposal drafting is sparse and not uniformly useful, those with the need to know more about this topic would be well advised to investigate the short courses and seminars on proposal writing that are offered in many cities. He noted that journals such as the *Chronicle of Higher Education* frequently publish notices of short course offerings in proposal drafting.

[*Michael E. Gehringer*]

On Monday evening, there were discussion groups on fiscal management. One of the topics was accounting. Mary K. Sanders, librarian, California Department of Justice, Office of the Attorney General Law Library, emphasized the idea of keeping simple but accurate records to know what and when certain items were purchased and for whom. Participants worked a sample problem with a budget of $4,000. Each library, she said, private or public, is unique in keeping records. [*Eugene Nabors*]

Another topic of the discussion groups was report writing. This session was led by Betty W. Taylor, director, Law Library, University of Florida, who distributed and discussed a chart she had prepared detailing monthly usage statistics for the various data bases accessed by her library. The remainder of the session was devoted to statements by group participants, relating their experiences with writing reports. The topics discussed ranged from annual reports to special reports and suggestions on methods to make these reports more effective were offered. Raymond V. Lesikar's *How to Write a Report Your Boss Will Read and Remember* (Homewood, Ill., Dow Jones-Irwin, 1974. 216 p. HF5719.L444) was suggested as supplementary reading. [*Michael E. Gehringer*]

Time/cost studies was also a part of the fiscal management program, under the leadership of Roger F. Jacobs, librarian, U.S. Supreme Court. It was Mr. Jacobs' contention that librarians ought to become more familiar with the methods of cost/benefit analyses, as these techniques can be very useful for planning purposes. The benefits of library services depend on the mission of the library, as stated by the organization the library serves.

A major element in establishing the cost of an individual library task is the staff time spent on it, and Mr. Jacobs described the two methods of determining such time. One is the process accounting method

whereby the total manpower cost of a department is divided by the number of tasks carried out. The other is the job accounting method whereby each job is broken down into component steps which are timed.

The members of the group discussed the uses and limitations of statistics keeping and gave examples from their own experience. Some participants stated that the gathering of information on types and numbers of services provided and on the time and other resources allocable to them is useful. Several librarians reported that these methods have helped them in justifying staff increases. [*Edith Palmer*]

CONCURRENT PROGRAMS

The next general program was a concurrent activity. One subject was "Billing to Client a Librarian's Research Time."

Because the topic of this program was controversial, the two speakers presented opposing viewpoints. Richard Sloane, law librarian, University of Pennsylvania, argued against the practice of billing a librarian's research time to a law firm's clients, and Laura Strain, librarian with the Los Angeles firm of Lathan and Watkins, argued in support of this practice.

One of the first issues raised by Mr. Sloane involved the impact of an individual librarian's competence on billing arrangements. As he posed the question, should clients be penalized for the work of incompetent librarians by having to pay for the comparatively excessive time required by that librarian to perform a research project and, conversely, should skilled librarians be penalized for their competence by being forced to bill lesser amounts of time for the same work?

Mr. Sloane noted that law firms have recently come under severe attack for what have been perceived to be high billing fees and suggested that further client resentment could be engendered by adding yet another itemized fee to the bill. Another problem noted was the possible tendency toward preferential treatment by library staff of those partners who permit billing to the detriment of those who do not. Finally, Mr. Sloane observed that allowing librarians to bill their time would result in disruption of library procedures. An added level of complex record keeping would be introduced, and increased reliance on the librarian for research might result in a lack of attention to daily but essential routine library procedures.

Laura Strain presented a more optimistic view of the practice, drawing on her experience as librarian at a firm which permits billing-out. She contended that the practice was a logical one which allowed for better integration of the library into the structure of the law firm as a profit-making organization. Billing time was also portrayed as a way of improving the firm's perception of the usefulness of its library, and therefore of improving the chances for increased remuneration, growth in staff size, and better staff morale.

She reported that the decision whether to bill for research was made on an essentially ad hoc basis, following a few broad guidelines, but that the final decision rested with the attorney involved. Generally, only where research in excess of 20 minutes was involved, and especially where outside or non-legal resources had to be consulted, would the time be billed. A research form is filled out for each request at its inception, and the decision whether to bill is made at the culmination of the research. When it is decided to bill, a report outlining the steps taken and the time involved in answering the request is submitted to the attorney. The speaker noted that even if the decision to bill is vetoed by the attorney, these reports constituted good public relations for the library. Such reports increased the awareness of the firm's members of the amount of time and effort involved in what may seem to be routine requests and also constituted a useful record of accomplishments for a year-end review.

Richard Sloane noted that as more of the librarian's time is spent on billable research, the need arises for someone to follow up on routine library procedures. Laura Strain saw this as an opportunity to improve staff morale by giving staff members the chance to participate in various aspects of library management. Also, as the firm begins to perceive the library as a fee-generating asset, and not mere overhead, the opportunity for a larger staff improves dramatically. [*Michael E. Gehringer*]

The other concurrent program was presented by Bardie C. Wolfe, law librarian at the University of Tennessee, and Cameron Allen, librarian at Rutgers University, on judicial and legislative activities and their impact on law library budgets. The speakers gave an impressive overview, substantiated by statistical data, of the growth in legislation, regulations, and judicial and administrative decisions, and of their consequences on legal publishing, the size of library collections, and the cost of library services.

Mr. Wolfe, who covered Federal and state legislative and judicial developments, pointed out that the law is

undergoing major changes in areas as diverse as public health, consumer issues, labor, taxation, environment, and law enforcement. These developments affect libraries in many ways, most directly through page increases in session laws, code editions, and supplements. Moreover, some states are now undertaking the issuance of new codes. Judicial activity has also increased substantially. This is partly because society has become more litigious, but is also due to the increase in legislation, which creates a need for judicial definitions of novel concepts. For example, the proposed Federal criminal code will redefine most Federal crimes. This will augment the workload of the Federal courts for at least a decade through tasks such as changes in jury instructions. The extent of the increase in court decisions can be seen from the number of cases contained in the regional reporters. Over the past five years, these volumes have shown increases ranging from 11 to 100 percent.

In that same time span, a veritable publication explosion has occurred in periodical and monograph literature and looseleaf services. Because of the relationship between legislative developments and the overall expansion in legal publishing, Mr. Wolfe suggested that law librarians keep track of the number of bills pending in and passed by legislatures and use these figures in their long-range budget projections.

Cameron Allen talked about administrative regulations and rulings, both state and Federal. The comparative volume of Federal regulations as compared to Federal legislation can be measured from the fact that in 1976-77 the *Federal Register* contained 104,452 pages, whereas the *Statutes at Large* contained 4,447 pages. To find Federal regulations, private finding aids are almost a necessity, and these are expensive. Before 1965, most state regulations were not even published, but many law libraries now have good collections of them. Yet, much remains to be done concerning county and municipal ordinances.

Administrative decisions, both state and Federal, constitute another area where collection activities of law libraries ought to increase. Mr. Allen gave some insight into methods used by his library in obtaining and maintaining administrative rulings issued in his state. He also advocated that one or several major libraries in each state assume the responsibility for collecting administrative decisions issued in their respective states. These could then be made available on a library network basis to users throughout the country.

It is hoped that libraries will respond to this suggestion because these materials are rarely published and therefore hard to obtain. Yet the demand by practicing attorneys and the general public for this information is heavy and will expand. The scope of such a collection of state administrative decisions was demonstrated by the example of the State of Michigan, where 16 different boards, administrative tribunals, and agencies issue decisions. The decisions of only three of these bodies are published commercially. Some decisions can be obtained in mimeographed form from the agencies themselves, but others are only on file there. [*Edith Palmer*]

The section of reports on Concurrent Programs will be concluded in next week's issue of the LC *Information Bulletin.*

AWARD

In recognition of her significant contribution to legal bibliography, AALL, at its Annual Meeting, conferred on Marija Matich Hughes the Joseph L. Andrews Bibliographic Award for *The Sexual Barrier.* The bibliography, subtitled *Legal, Medical, Economic and Social Aspects of Sex Discrimination,* was noted in the LC *Information Bulletin* for June 30 (p. 392).

ISSN 0041-7904 *Key title:* Library of Congress information bulletin